

## **BRNW**

### **Rest Stops – Job Description**

Bicycle Rides Northwest (BRNW) is a nonprofit organization that operates bicycle tours each summer. We've been doing tours since 1986, and we have a reputation for the best customer service in the business. Our crew members are temporary employees of the organization, and they're paid a salary for each event. We work very hard, while enjoying the camaraderie of a shared team adventure – serving our riders while having as much fun as possible doing it.

We typically have three people on each of our two rest stop teams, both of which are supervised by the Rest Stop Director.

We have two Rest Stops on most days, and each operates with a different team throughout the week. On layover days we may have only one rest stop. It's hard work, and the hours are long – but it's a challenge that will hopefully give you a sense of satisfaction after doing it well.

#### **This position requires:**

- Good people skills
- Ability to work well with crew members of all ages and backgrounds
- Communicating well
- The ability to do physical labor, including lifting and moving equipment
- Flexible thinking
- Diplomacy and tactfulness with crew, riders and vendors
- Enjoying being with people
- Making rational on-the-spot decisions
- Being upbeat
- The willingness to step in and do whatever is necessary to get the job done
- A current valid driver's license (if driving a vehicle)
  - A clean driving record
- Current First Aid and CPR certifications (we will pay for these if needed)
- A current Food Handler's permit (we will pay for this if needed)

#### **Rest Stop duties include, but are not limited to:**

- Assist in picking up supplies that have been ordered at local stores
- Assist in set-up and tear-down of rest stops
- Ensure that drinks and snacks are kept stocked for riders and crew
- Ensure that rest stops and equipment are kept clean
- Provide any first aid needed throughout the day
- Ensure that the rest stop area is cleaned up before leaving
- Help with rider check-in on the first day

#### **Additional duties may include:**

- Driving a truck to the start of the ride and during the ride, if you meet age requirements and have a good driving record
  - Driving a box truck with an attached trailer (one person on each team)
- Pick up supplies that have been ordered from local stores

#### **The week before the first ride:**

If available, you may be asked to assist in picking up trucks and loading equipment, bikes and supplies (you'll be paid extra for this). You may also be asked to help unload and clean equipment, and return trucks to the rental site after the last ride (usually on Sunday).

#### **After each ride**

At the end of each ride, all crew members are expected to stay until all work is done and riders have dispersed. End-of-ride clean-up include cleaning all equipment before storage. Please be prepared to help each other and pitch in when needed, even if the task is not on your job description.

#### **Travel to/from the ride start:**

- The crew will leave on Friday.
  - We will travel to a specified destination (our first event camp or an intermediate spot) and stay overnight
  - We'll have a crew meeting Friday evening
  - Depending on the distance, we typically drive all the way back to Bend on the last day of a ride.
- We have a "crew party" after the second (or furthest) event each year, which includes an overnight stay and a celebratory meal
- We will pay for lodging and all meals going to and from the event.

#### **Compensation and logistics**

- Pay is dependent upon seniority.
  - Minimum first-year compensation is \$900 per event.
  - Pay increases \$100 per event in your second year, and an additional \$100 in your fourth year.
  - We pay \$100 more for working the ride that starts the farthest from Bend, for the additional travel time.
  - We pay a bonus of \$100 per event for driving a vehicle on an event, and an additional \$100 if you drive a vehicle to/from the event..
  - We pay a bonus of \$100 if you work both rides in one year.
- We provide all meals, and you have access to other amenities available to the riders (showers, towels, coffee)
- You supply your personal items, including the equipment needed for your sleeping arrangements.
- You can bring musical instruments and bicycles (or other "toys") for use during off-work hours, with the approval of your Team Director.

***For this to work, it's critical that you be a TEAM PLAYER, and be pleasant at all times. The reason we all do this – crew and riders – is to have fun!***